

# Culture and Communities Committee

10.00am, Tuesday, 12 November 2019

## Internal Audit – Communities and Families, Safer and Stronger Communities Historic Audit Actions- referral from the Governance, Risk and Best Value Committee

Executive/routine  
Wards  
Council Commitments

### 1. Recommendations

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- 1.1 To note that The Governance, Risk and Best Value Committee has referred one overdue historic action to Committee for review and scrutiny.

#### **Alistair Gaw**

Executive Director for Communities and Families

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## **Internal Audit- Communities and Families, Safer and Stronger Communities Historic and Overdue Audit Actions- referral from the Governance, Risk and Best Value Committee**

### **2. Terms of Referral**

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- 2.1 The Governance, Risk and Best Value Committee on 13 August 2019 considered a report by the Chief Internal Auditor, Internal Audit Annual Opinion for the year ended 31 March, which detailed the outcome of the audits carried out as part of the Council's 2018/19 Internal Audit annual plan and the status of open Internal Audit findings as at 31 March 2019.
- 2.2 The Governance, Risk and Best Value Committee agreed:
- 2.2.1 To note the Internal Audit opinion for the year ended 31 March 2019.
  - 2.2.2 To request that the Chief Executive, Executive Directors and Chief Officer of the Edinburgh Health and Social Care Partnership, supported by the Chief Internal Auditor, report to the relevant Executive Committee at the earliest opportunity and the subsequent Governance, Risk and Best Value Committee setting out clear plans to ensure the closure of all historic and overdue internal audit management actions to enable an improvement to the overall Internal Audit Opinion for 2019/20.
  - 2.2.3 To refer all audits with a red finding to the next meeting of the appropriate Executive Committee for their consideration and that action plans would be reported back to the Governance, Risk and Best Value Committee.
- 2.3 This report therefore refers one audit action to Culture and Communities Committee.
- 2.4 The full Internal Audit report relating to the historic action is contained in Appendices 1.



### 3. Background

3.1 [Internal Audit Annual Opinion 2018/19](#) – report by the Chief Internal Auditor

3.2 [Governance, Risk and Best Value Committee – 13 August 2019 – Webcast](#)

Ref	Project/Owner	Issue Type	Issue/Status	Agreed Management Action	Management update and revised date (including rationale)	Dates	Contributor
4	CCTV Infrastructure  CCTV Operations  Alistair Gaw, Executive Director of Communities and Families	High	Recommendation 5  Pending	5. The roll out of the new policies and procedures to be applied across all CCTV operations will be supported by employee briefings and training. The new policies and procedures will also include the requirement for induction training for all new employees and ongoing refresher training (to be delivered by each respective Service Area lead). Properties and Facilities Management has prepared a training matrix. A training provider has been also identified and training course dates established throughout 2018 for service users. A security information page is also being prepared for publishing on the Orb.	The Code of Practice document required to be submitted to Corporate Policy and Strategy Committee following its submission to Culture and Communities. Due to time constraints, the date was revised to allow for the formal approval of the Code of Practice Policy, this impacted the timescales that the Officers Group had to develop the operating procedures and supporting documentation in line with the approved Code of Practice, thus the subsequent need to revise the implementation date for training and induction.	Estimated Date: 30/11/2018 Revised Date: 31/07/2019 No of Revisions 2	Gohar Khan Jackie Irvine Jennifer Douglas Miranda Matoshi Nichola Dadds Nickey Boyle Rona Fraser Ruth Currie Shirley McLaren

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					<p><b>This action has now been closed</b> and noted as implemented by Internal Audit.</p>		

## 4. Appendices

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4.1 None.